



Serving Valley, Elmore, Boise and Ada Counties

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January 2005

In an effort to help you with the organization of your event, I have enclosed a Notification of Event Application. Please fill this out and return it to our office a minimum of 30 days prior to your event.

An adequate number of portable toilets with hand washing facilities shall be provided for the food vendors and patrons. A licensed contractor will need to provide this service. The recommended number of portable toilets to be available at special events, based on duration and number of people is enclosed.

Gray water disposal for the food vendors must be readily available. Final disposal of gray water must be at an approved facility.

Some vendors may need to dispose of cooking grease and oils during the event. A contractor can provide grease barrels for pick-up and disposal at an approved facility.

Please note all food vendors ***must*** make an application with Central District Health. We will make the determination if a permit to operate is required.

If you have any questions, please feel free to call.

Tom Schmalz
Environmental Health Supervisor
Facility Based Programs

Enclosures

NOTIFICATION FOR SPECIAL EVENT

(Name of Event)

(Location of Event)

(Dates of Event)

(Hours Of Event)

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Event Coordinator or Contact Person _____

Phone Number _____ FAX _____ E-Mail _____

List needs for event (portables, electricity, water, grease and gray water abatement, etc.):

Provide List of Vendors at least 15 days prior to event. The list for each vendor should include CDHD license number, mailing address, telephone number and menu.

Note: Portable toilets require at least one hand sink at each location. Hand sinks and gray water barrels are generally provided by the portable toilet company at special request.

PORTABLE SANITATION UNITS

Description. Portable self-contained toilets used for special, temporary events such as fairs, races, or construction projects.

Conditions for Approval. 1. Permanent sewage disposal facilities are not available and their installation is impractical. 2. The event served is temporary, that is one (1) year or less. 3. The event is one in which the Occupational Safety and Health Agency requires portable sanitation units.

4. Units can be made freely available to users.

Units Required. 1. Work site requirements:

Total Number of Workers	Minimum Number of Units (8 hour days/40 hour week)
1 to 15	1
16 to 30	2
31 to 51	3
52 to 72	4
73 to 93	5
Over 93	1 additional unit for each additional 20 workers.

2. Special event requirements:

Number of People	Number of hours for the event									
	1	2	3	4	5	6	7	8	9	10
0-500	4	4	4	6	6	6	8	8	8	8
501-1,000	4	6	6	6	6	8	8	8	8	12
1,001-2,000	8	8	8	8	8	12	12	12	12	16
2,001-3,000	8	8	10	10	10	12	16	16	20	20
3,001-4,000	8	8	12	12	16	16	20	24	24	28
4,001-5,000	12	12	12	16	20	30	30	30	30	34
5,001-6,000	12	12	16	16	20	30	30	36	36	40
6,001-7,000	12	12	16	20	30	32	40	40	48	52
7,001-8,000	12	12	20	24	32	32	40	44	52	54
8,001-9,000	16	16	24	28	40	40	52	52	60	64
9,001-10,000	16	16	28	40	40	52	52	60	60	72